



**Town of Camden**  
**Minutes of the Select Board Meeting**  
**January 21, 2014**  
**6:30pm**

**PRESENT:** Chairperson Martin Cates, John French, Jr., James Heard, Leonard Lookner, Donald White, and Town Manager Finnigan. Also present were members of the press and public.

1. **Call to Order**
2. **Communications, Presentations, and Recognitions**

**A. Fox Hill Public Hearing Process**

Martin Cates described the process for addressing the next steps of the Fox Hill proposal. He said that a hearing would be held on Feb 4 at 6:30pm at the Camden Opera House where the Select Board would accept all the materials that were part of the Planning Board record and incorporate into its record. Cates notes that if the Public hearing portion of the meeting is completed by 8:30 p.m. the Select Board would likely vote on the proposal that night. If the hearing goes much past 8:30, the Select Board will meet on Feb. 11 to vote.

Leonard Lookner expressed concern about non-residents being allowed to speak at the public hearing. Cates said the precedent had always been to let any members of the public speak regardless of residency. The Chair suggested that an effort be made to keep speakers focused on the language of the amendment rather than wander off to other topics. The Board decided that disallowing individuals from other communities to speak was not a precedent or policy that they wanted to set at this time.

*John French made a motion to accept the recommended procedures of the Fox Hill hearing. Donald White seconded the motion. It was unanimously approved.*

**B. Camden Winterfest/U.S Nationals Toboggan Championships**

Pat Finnigan said that this year, the “Winterfest” which over recent years had been organized by the Camden Public Library has combined forces with the US National Toboggan Championships and other groups to promote a week-long winter event running from Saturday, Feb. 1 to Sunday, Feb. 9. She explained that events were being added to attract people throughout the week, including snow sculptures and freestyle skiing in Harbor Park. Finnigan spoke about road closures that have been requested. She also informed the Select Board that a shed to act as headquarters for the Toboggan shuttles would be placed near the village green, and that parking spaces would be blocked off for the buses.

Holly Edwards of the Toboggan Nationals Committee updated the Board on the details of the

Toboggan races scheduled for Feb. 7-9 and also gave details about Winterfest Week. Members of the Select Board agreed to be judges at the costume contest on Saturday the 8<sup>th</sup>.

*Donald White made a motion to close Atlantic Ave on Saturday Feb. 1 from 11:00 a.m. to 4:00 p.m. for Winterfest events in the Library Amphitheater, and on Sunday, Feb. 2 from noon to 4:00 p.m. for the "rail jam" at harbor park, and to close up to 4 parking spaces on Elm St. in front of the Village Green to place a ticket booth and for buses to transport people to the Toboggan Championships on from Wed. Feb. 5 to Sunday Feb. 9. James Heard seconded the motion. It was unanimously approved.*

### **C. Report of the Camden Opera House Committee – Kate Bates and Kerry Hadley**

Kerry Hadley and Kate Bates of the Opera House Committee updated the Board on the projects that their group is working on. An annual appeal had raised \$5,400, Hadley said, and the 1927 Steinway piano had been refurbished through grant funding. An additional \$5000 had been received from the Maine Community Foundation to update the Opera House website, she said. Hadley outlined current goals for the facility including branding, publicity and simplifying its rate structure. She noted that the Opera House will celebrate its 120<sup>th</sup> anniversary this year.

Bates told the Board that the Committee did not feel this committee could successfully take on raising the money to renovate the Opera House's third floor. She said that their economic impact study would be helpful in assessing capital needs. Bates noted that they continue to look at grants and sponsors to keep the Opera House on stable footing, and she discussed the 501(c)3 application that had been submitted. Lastly she spoke about the pros and cons of establishing a Friends of the Opera House group.

Hadley and Bates answered questions from the Board, saying that competition from nearby facilities had increased, and that the Opera House faces challenges in trying to fill their 500 seats. Hadley also spoke about the limitations of staff time.

Cates suggested that a goal-setting session be held where the Town could look at what they expect for the Opera House. White said it would be helpful if Hadley could supply the Board with a list of the 2013 performances and attendance at each.

### **3. Citizen Comments**

Owen Casas spoke to the Board about a procedure related to the Fox Hill hearing.

#### **Board Comments**

Leonard Lookner said that he had observed that the downtown had been very busy that day, even though it was a Tuesday in January. He observed that the availability of the space at the Knox Mill had brought several new businesses into the community.

James Heard told the Board that he'd attended a Parks and Recreation meeting and that the Snow Bowl had reported a very successful holiday week.

### **4. Approval of Select Board Minutes dated January 7, 2014**

*Donald White made a motion to accept the Select Board minutes dated January 7, 2014 as presented. John French seconded the motion. It was unanimously approved.*

## **5. Select Board Member Reports**

Donald White said that the Historic Resources Committee plans to submit a revised Village Green application and policy. He reported that the Cemetery Committee is repairing the Mountain View Cemetery and is working on their fiscal budget for 2015. The Library Trustees will hold their annual book sale on January 25 & 26, he said. White added that the Library plans to take over the Harbor Arts show held annually in October, an event that the Chamber has run in the past.

White reported that the Planning Board had accepted the resignation of Kim Tuttle. He said that the group had also taken a preliminary look at the renovations planned for the former Camden First Aid building by the PAWS organization, adding that a public hearing on the project would be scheduled.

White told the group that the transit study is almost completed and their final report will be released in February. Lastly, he said that the Five-Towns Communities That Care had recently held their annual coalition meeting.

## **6. Town Manager Report**

Pat Finnigan spoke about Winterfest and the Toboggan Nationals, saying that the hope is that the week combining the two together will continue to grow through the years. She told the Board about how the various departments of the Town were working together to make Winterfest happen. Finnigan also noted that a Community Meeting would be held on January 29<sup>th</sup> at the CRMS cafeteria to discuss the future of the Camden Rockport Middle School.

## **7. New Business**

### **A. Consideration of Establishing the Location of the Emergency Operations Center at the First Congregational Church (55 Elm St)**

The Town Manager talked to the Board about the fact that the current location of the Town's emergency operations center (EOC) at the Public Safety Building is located in a flood zone. The staff is recommending that it be moved to the Congregational Church on Elm Street, she said.

Fire Chief Chris Farley reported that in addition to the flood zone issue, the current EOC location is limited in size and has no operating generator,. Therefore he had discussed the possibility of the Town using the Church basement as the EOC. The Church's Board of Trustees would offer that space at no charge for the Town's EOC, he said.

The Chief noted that he had applied for a grant through FEMA to replace the current generator in the public safety building. He said that he had also applied to Maine Emergency Management for a \$5000 grant to refurbish the old generator for another location or office in the Town.

*Donald White made a motion to authorize the Town Manager and Fire Chief/Emergency Management Director to work with the Board of Trustees of the First Congregational Church to*

*develop an Agreement to establish the Town's Emergency Operations Center at the Church. Leonard Lookner seconded the motion. It was unanimously approved.*

Pat Finnigan commended Chief Farley on his community outreach efforts and his work in attracting more members to the fire department, in addition to supporting the firefighters who are members of the department.

The Chief introduced Shane Hanson who reported on a training course he had recently completed.

## **B. Set the February Meeting Schedule**

Select Board members and the Town Manager discussed the upcoming schedule of meetings and made adjustments due to the public hearing to be held February 4th.

*Donald White made a motion to hold a Select Board meeting and public hearing on February 4, a special Select Board meeting on February 11, and a regular Select Board meeting on February 18. James Heard seconded the motion. It was unanimously approved.*

## **C. Assessors Agent**

*Donald White made a motion that the Town Manager work out and arrangement with the Assessors Agent so that he is able to retire in mid-March. Martin Cates seconded the motion. It was unanimously approved.*

## **Adjourn**

*Leonard Lookner made a motion to adjourn the meeting and go into Executive Session pursuant to state law 1 MRSA Section 405.6.A. James Heard seconded this motion. The motion passed unanimously and the Board went into Executive Session at 8:35.*

## **Executive Session**

Town Manager's Performance Evaluation

Respectfully submitted,

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Karen Brace

Recording Secretary